

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
February 19, 2010
11:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice President; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Christison-Lagay Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 11:15 a.m. by the Chairperson.

MINUTES

The Chairperson declared the acceptance of the minutes of the January 26, 2010 Regular Meeting without objection.

COMMENTS FROM THE PUBLIC

Mr. Bergeron spoke to the Board regarding his dissatisfaction with the Gate Policy. Ms Fields explained to Mr. Bergeron that the Housing Authority had attempted other less restrictive options to keep people from parking in the Housing Authority's driveway thereby making it inaccessible for staff and from driving on the lawn. The gate was installed because all other options failed. Ms Fields reiterated that the driveway was to provide access to the Housing Authority's garages and equipment and not for tenant parking.

COMMUNICATIONS

Ms Fields reported that 2010 HUD funding for the Section 8 program, after the pro-ration factor is \$996,227. This is an increase of approximately 1.9% over 2009 calendar year funding.

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to accept the January 2010 Bills. Motion approved unanimously.

Financial Reports –A (General)

The Financial Reports were not available for review.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Ms Christison-Lagay and seconded by Ms Hall to accept the December 2009 Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Resident Advisory Committee

Mr. Eddy had the first Steering Committee meeting on January 19 to begin the process of creating a Resident Advisory Committee. One person attended. Mr. Eddy stated that he would set up another meeting providing a couple different dates in an effort to get better attendance.

Mr. Simonsen said he would speak with a UCONN colleague regarding the possibility of a student(s) developing a survey for Wrights Village residents as a project. If undertaken, it would be completed in the 2010-2011 academic year.

COMMITTEE REPORTS

Finance Committee

The finance committee was cancelled this month.

UNFINISHED BUSINESS

Life Cycle Report

The Life Cycle Report has been received for each property. They were passed out for review by Board members. Ms Fields agreed to schedule a conference call with Mr. Stuart on March 12, 2010 at 9:00 am to review the report and spreadsheets with him.

Storage at Holinko Estates

A meeting was set for February 23, 2010 with Fran Raiola and all Board members to view and discuss the storage issues at Holinko Estates. Due to the possible snow storm, the Board asked Ms Fields to reschedule the meeting for March 18th at 10:30 am.

Reserved Parking Spaces

Ms Rychling requested a reserved parking space no more than 60 feet from her door as a reasonable accommodation. The Mansfield Housing parking policy does not provide for any reserved or assigned parking. To accommodate Ms Rychling, Ms Fields proposed to the Board that an exception to the policy be made to provide Ms Rychling with a parking space of her choice in the Tenant Parking Area which most closely meets her needs. The Housing Authority would provide a sign indicating that it was a reserved space, but would not be responsible for enforcement. Ms Fields also proposed that the next unit that becomes available in the front of the complex be offered to Ms Rychling so that she would be closer to the Tenant Parking Area. The Board agreed with Ms. Fields' proposal and Ms Fields stated that she would inform Ms Rychling in writing of the Board's approval.

NEW BUSINESS

Section 8 Landlords

Ms Fields made the Board aware that a landlord had been found to be complicit in helping a Section 8 participant violate program rules. After discussion, the Board agreed that Ms Fields should draft a letter stating that no additional business would be done with the landlord and that the landlord may request a review of that decision after one year. Ms Fields will forward the drafted letter to the Housing Authority's attorney for review and signature.

DECD Weatherization Program

DECD has received 20 million dollars as part of the State's proceeds from the Federal Stimulus Fund to be used to create more energy efficient rental units for tenants who meet specific guidelines. Ms Fields will contact CL&P to set up a presentation of the program, preferable for the next Board Meeting.

Office Energy Audit

As part of the Clean Energy Fund application for the solar panel rebate program, the Housing Authority is required to have an energy audit performed. The audit was performed on January 28, 2010 and Ms Fields met with ConServ on February 17, 2010. A contract was signed to upgrade all the lighting fixtures in the office and Knop Shop. The total cost to the Housing Authority will be \$1,323.72. It will be paid as an addition to the electrical bill in the amount of \$40.11 per month for thirty-three months. There is no interest charge. The estimated payback is 2.7 years.

OTHER BUSINESS

The May Regular Board Meeting has been rescheduled from May 20, 2010 to May 19, 2010.

ADJOURNMENT

The Chairperson declared the meeting adjourned at 1:25 p.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson